



Jair Lynch Consulting/ Alpha Corporation - A Joint Venture

JLC/Alpha, JV
1508 U Street, N.W.
Washington, DC 20009

September 9, 2003

REQUEST FOR PROPOSALS

ARCHITECT/ENGINEERING SERVICES

The Jair Lynch Companies/Alpha Corporation, JV ("JLC/Alpha") requests proposals from qualified and duly licensed architecture and engineering firms to provide architectural/engineering services for the design and construction of a new recreation center at Lamond Recreation Center located at 20 Tuckerman Street (at the intersection of Kansas Ave. and Tuckerman Street), NE Washington, DC.

This RFP and associated attachments can be viewed at www.mydcparks.com. NO pre bid meeting will be associated with this solicitation.

1. Scope of Work

It is the intent of JLC/Alpha to purchase from a single source all architectural and engineering services necessary for a complete, integrated, and coordinated design. These services are to include, but will not be limited to, Schematic Design, Design Development, Construction Documents, Bidding Assistance, and Construction Administration. Disciplines required also include, but are not limited to, Civil, Geotechnical, Landscape, Hazardous Material Abatement, Structural, Architecture, Interior Design, Mechanical, Plumbing/Fire Protection, and Electrical.

The project consists of a one story, 14,200 SF enclosed facility housing a gymnasium, locker rooms, rest rooms, office space, and other amenities, as well as, supporting infrastructure. Sitework to accommodate the new structure and modification of existing athletic fields are also to be included. A conceptual floor plan and elevation that are representative of the intent of the project are available for viewing at www.mydcparks.com. The estimated construction cost for building and site improvements is \$2,700,000.00.

2. Schedule

Time is of the essence for the completion of this work. Permit documents are expected to be complete by February 13, 2004 and construction documents are expected to be complete by March 12, 2004. Construction is projected to begin prior to May 2004. Progress meetings will

be held as necessary with JLC/Alpha representatives to discuss the status of the project. The selected firm's project manager, and such other personnel as may be appropriate or requested, will be required to attend such project meetings.

3. Proposals

Proposals must be submitted in writing and received at JLC/Alpha's offices, located at 1508 U Street, NW, Washington, DC 20009, no later than **4:00 PM on Wednesday September 30, 2003. Interviews will be conducted October 6th and 7th, 2003.** Proposers should submit the original and four (4) legible copies of their respective proposals. JLC/Alpha does not desire long or unduly complicated proposals, but the proposal shall include the following: (i) the firm's understanding of the project and its approach to design including a narrative and conceptual drawings or sketches that may further detail its understanding of the scope of this project and the integration of the proposed facility into the community that it will serve; (ii) the firm's qualifications to perform the scope of work (including most recent SF-254 and SF-255 forms or equivalent); (iii) a list of at least three references (with telephone numbers) for whom the proposer has performed similar work; (iv) a list of the key staff that will be assigned to this project and their resumes; (v) a schedule of hourly professional fees; (vi) a not-to-exceed price proposal for performing complete design services categorized by discipline and by phase; and (vii) evidence of LSDBE participation.

SELECTION CRITERIA:

| | |
|-----------------------------------|----------------|
| DESIGN APPROACH | 30 Points Max |
| PRICE | 30 Points Max |
| FIRM EXPERIENCE & QUALIFICATIONS | 15 Points Max |
| STAFF EXPERIENCE & QUALIFICATIONS | 15 Points Max |
| LSDBE PARTICIPATION | 10 Points Max |
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| TOTAL | 100 Points Max |

4. Form of Contract

It is anticipated that the selected firm will be required to enter into a modified AIA B-151 Abbreviated Standard Form of Agreement between Owner and Architect for consulting services.

5. Negotiations

JLC/Alpha expressly reserves the right to: (i) cancel this solicitation and/or reject all proposals submitted; (ii) accept any proposal or alternate as submitted without negotiations; (iii) accept or negotiate with all proposals submitted which fall within a competitive range; (iv) require revisions to, corrections of, or other changes to any proposal submitted as a condition to its being given any further consideration; (v) reject submissions that contain conditions and/or contingencies that in JLC/Alpha's sole judgment, make the submission indefinite, incomplete, or otherwise non-responsive or unacceptable for award; (vi) waive minor irregularities in any submission provided such waiver does not result in an unfair advantage to a proposer; (vii) take

any other action allowable by applicable law or regulation; or (viii) reject the submission of any proposer that has submitted a false or misleading statement, affidavit or certification in connection with such submission or this Request for Proposals. (ix) select for negotiation only the overall best proposal or alternate submitted, as determined by JLC/Alpha; (x) negotiate with one or more proposers in any manner JLC/Alpha deems fit, (such negotiations may be concurrent or sequential as JLC/Alpha determines); (xi) solicit Best and Final Offers (BAFO) utilizing an appropriate procedure following the conclusion of any such negotiations specified in (x); or (xii) reopen negotiations after the BAFO procedure, if it is in JLC/Alpha's best interest to do so. No proposer shall have any rights against JLC/Alpha arising at any stage of the solicitation from any negotiations that take place, or from the fact that the JLC/Alpha does not select a proposer for negotiations. Proposers are advised that in no event, including, but not limited to, those events described in items (i) through (xii) of the preceding sentence, will JLC/Alpha reimburse the proposer for the cost of bid preparation, lost profits or consequential damages of any kind by virtue of JLC/Alpha not selecting an proposer to perform the work under this RFP.

6. Contract Award

JLC/Alpha reserves the right to award a contract(s) to other than the proposer(s) offering the lowest overall cost. The contract(s) resulting from this solicitation shall be awarded to the qualified proposer(s) whose proposal(s) JLC/Alpha has determined to be the most advantageous, based on the evaluation criteria provided to the proposers. All contracts resulting from this RFP shall be signed by the proposer(s) within a reasonable time upon receipt, which period shall not exceed fourteen (14) calendar days. Thereafter the proposer(s) is (are) deemed delinquent, and at JLC/Alpha's option, the contract(s) negotiations may be voided.

To the greatest extent possible, JLC/Alpha desires to contract with local, small and disadvantaged businesses. Such businesses are particularly encouraged to apply, and to the extent feasible, others are encouraged to team with such businesses.

Should you have any questions with regard to this procurement, please contact Kaleena Francis at 202-462-1092x24 or at kef@jairlynch.com.

Sincerely,

Jair K. Lynch
Principal
JLC/Alpha, JV